



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

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TO: Mayor Foreman, Vice Mayor Toney, Council
FROM: Dan Taber, Town Manager
DATE: Laura O'Dell, Zoning Administrator
RE: December 10, 2013
November 2013 Report

Honorable Mayor Foreman, Vice Mayor Toney and Town Council:

This past month I have had the pleasure of working with the Planning Commission, and Town Council. The ARB did not have any applications to review and therefore did not meet. Below is a list of items that I have been working on. Please feel free to contact me directly via email at lodell@dumfriesva.gov or phone 703-221-3400 ext. 118 to inquire more particularly on any of the following matters.

- Inspected the Lazy Pig BBQ establishment on Waters Lane. The property is currently in compliance and sign permits have been obtained for signs onsite. The Occupancy Permit has been issued and the property is in compliance. The large paved lot behind the dwelling is going to be striped and used for parking.
- Met with applicants several times and prepared reports for a conditional use permit for Grassroots Fellowship to be located in the Elwy Building. In addition prepared reports for Grace Church conditional use permit for the expansion of 200 parking spaces.
- Assisted Pastor Graham with signs applications for business located across from Town Hall. ARB reviewed and approved proposed freestanding sign.
- Met with President of Yellow Cab of Prince William to discuss if a Memorandum of Understanding (MOU) is necessary for them to operate in both the County and Town. No MOU is necessary.
- The Occupancy Permit has been issued and the property is in compliance. The large paved lot behind the dwelling is going to be striped and used for parking.
- Conducted a joint inspection with the Police Department and Fire Marshal's office of the Campbell property located on Colonial Port Road. Numerous fire and building code violations were discovered, in addition to people potentially living onsite. Notices have been prepared for the property owner and a joint meeting will be held with the property owner in December.

- Met with Pete Singh several times to discuss specifics of his proposed Town Center project on Main Street. The application will be submitted during the first week of December and a joint meeting will be held between the Planning Commission and ARB on December 16, 2013.
- Prepared appeal packet for BZA hearing for 3746 Hedgeman Street. The property owner appealed a determination made by the Zoning Administrator concerning the unpermitted residential use of the property. The BZA upheld the Zoning Administrator's determination. In addition, several meetings were held in reference to this property.
- Received and inspected 6 Occupancy Permits for new businesses in Town. Auto parts store, automobile repair on Fraley (which is the property's current use), flooring store, BBQ restaurant, daycare facility, and a home business.
- Continued to work with Darren Coffey on the Comprehensive Plan, which was presented to the Planning Commission at their November 18th meeting.
- Met with staff to discuss the requirements for the Maintenance Code Board of Appeals for the newly adopted Virginia Maintenance Code.